

Please stand by, the webinar will begin shortly.

Department of Family and Support Services

**LEGAL SERVICES FOR GENDER-BASED VIOLENCE AND HUMAN TRAFFICKING
SURVIVORS RFQ # 8538**

Release Date: March 17, 2022

Due Date: April 15, 2022



House Keeping

- Due to the volume of participants, everyone has been placed on mute.
- Please submit questions via the question box and we will respond to questions after going through the slides.
- Please use the question box to notify us of any technical issues.

Agenda

- Welcome and Introductions
- Background
- Scope Review
- Program Description
- Selection Criteria
- Timeline
- Technical Assistance for Applicants and eProcurement
- Questions

CITY OF CHICAGO



REQUEST FOR PROPOSALS (RFP)

for

**Legal Services for Gender-based Violence and Human Trafficking
Survivors**

RFQ# 8538

ISSUED BY:

CITY OF CHICAGO DEPARTMENT OF FAMILY AND SUPPORT SERVICES

All proposals must be submitted via the eProcurement system.

<http://www.cityofchicago.org/eprocurement>

Questions concerning the RFP should be directed to:

Adriana D'Amore Camarda
Supervisor of Family Support Programs
Division on Domestic Violence
Department of Family and Support Services
1615 W. Chicago Ave, 3rd Floor West
Chicago, Illinois 60622
312-746-6685
adriana.camarda@cityofchicago.org

**LORI E. LIGHTFOOT
MAYOR**

**BRANDIE V. KNAZZE
COMMISSIONER**

Background

The Chicago Recovery Plan



Learn more at: www.chicago.gov/recoveryplan

Overview of GBV Plan

- In 2021, Mayor Lori Lightfoot announced the City's first Strategic Plan to Address Gender-Based Violence and Human Trafficking.



GBV Funding and Services





Background

- Domestic violence (DV) is just one form of violence that is rooted in exploiting unequal power relationships between genders. Gender-based violence (GBV) is an umbrella term for a range of interpersonal violence including, but not limited to, sexual harassment, sexual assault, domestic violence, sexual exploitation, and human trafficking.
- DV, sexual violence/assault, and human trafficking share similar dynamics of power and control which increases the rates of multiple victimization.
- Access to legal services for DV survivors has shown a reduction in rates of violence and offers survivors choices to enhance their safety.
- Therefore, it follows that access to legal services for the rest of the GBV survivor population is just as crucial to enhance their safety.



GBV Legal Services Goals

- Provide legal services to meet the individualized needs of all GBV survivors
- Collaborate with and train local partners to ensure survivors are properly identified and referred for appropriate legal and social services
- Assist or refer to other essential services for survivors
- Collect data and participate in program evaluation to determine if underrepresented survivors are being reached and enhancing their safety through legal remedies

Scope Review



Purpose of the RFP

- DFSS seeks to increase survivor safety by expanding and providing legal services for GBV and Human Trafficking survivors who may not otherwise have access to these services.
- DFSS seeks applicants with demonstrated experience in providing legal services to survivors of one type or more of GBV/HT and that has existing partnerships with service providers to refer for supportive case management or counseling services as needed.
 - Provide specialized legal services to GBV/HT survivors
 - Serve communities with greater barriers to access and retention in services and are disproportionately impacted by GBV/HT
 - Collaborate and form partnerships with community based GBV/HT organizations that can offer services and support to survivors
 - Provide training and technical assistance to the field to increase the identification of survivors and link them to appropriate service and supports



Focus Population

Population	Approach
<ul style="list-style-type: none">• Persons and/or households experiencing GBV such as domestic violence, human trafficking and/or sexual assault	Basis of overarching eligibility, outreach and referral strategy; all participants must meet this threshold
<ul style="list-style-type: none">• LGBTQIA+• Male identified survivors• Immigrant and/or culturally-specific services	Focused outreach, engagement efforts, and service strategies by respondent to encourage and facilitate services to these populations
<ul style="list-style-type: none">• Undocumented households• Non-native English speakers• Survivors with disabilities	Targeted strategies to overcome anticipated barriers of access to these populations



Program Requirements

- Accept survivors in need of legal services through direct outreach or referral
- Advise and represent survivors in a survivor-centered way
- Advocate on survivor behalf with other civil or criminal court, law enforcement, or other agencies
- Refer survivors to appropriate services as needed
- Collect and report on required data, return completed program evaluation surveys, and participate in cohort sessions on performance measurement and impact
- Provide community outreach and training to educate the public, partners and service providers on GBV/HT rights, remedies and services available
- Engage and recruit referrals from the community areas identified as High or Medium on the Chicago Community Vulnerability Index



Services to be provided in this RFP

- The RFP provides 7 areas of legal advocacy and litigation that selected Respondents must provide:
 - Civil Litigation
 - Family Law
 - Employment Law
 - Housing Law
 - Public Benefit Access
 - Criminal Defense
 - Immigration
- This is not an exhaustive list but only an indication of the types of legal advice and representation that is required.
- Services will be survivor-centered and delivered by trauma-informed, culturally, and linguistically competent staff.



Performance Goals and Outcomes

- 50% of survivors seeking an Order of Protection with the assistance of the program will be granted an Emergency Order of Protection
- 33% of survivors seeking an Order of Protection with the assistance of the program will be granted a Plenary Order of Protection
- 80% of Evaluation of Services Survey (ESS) Respondents know more about available community resources
- 80% of ESS Respondents felt supported in making their own decisions;
- 80% of ESS Respondents better understand what happens at court
- 80% of ESS Respondents would tell a community member in a similar situation about this program
- Other measures identified by awarded respondents through quarterly cohort meetings



Selection Criteria – Community Involvement (30 points)

- The Respondent demonstrates the ability to build and execute processes and infrastructure that provide legal services in a safe and empowering environment for survivors, including using participant and community feedback to inform legal service delivery
- The Respondent has expertise working with the focus populations and has relevant internal capacity and ties to community resources needed to serve these groups in trauma-informed and culturally specific ways.
- The Respondent demonstrates a commitment to diversity, equity, inclusion, and access
- The Respondent’s leadership reflects and engages the diverse people of the communities it serves
- The Respondent demonstrates a clear understanding of the focus population and how they will outreach and engage survivors to access their services



Selection Criteria – Strength of Proposed Program (30 points)

- The Respondent clearly defines legal services to be provided (directly or through partnerships/linkage agreements with other agencies) that are appropriate to addressing needs of and achieving desired outcomes for the focus population
- The Respondent’s proposed program is supported by a strong national or local evidence base and/or aligns with best practices for the relevant field



Selection Criteria – Performance Management and Outcomes (15 points)

- The Respondent demonstrates evidence of strong past performance against desired outcome goals and performance metrics and/or other notable accomplishments in providing services to the target population
- The Respondent has the relevant systems and processes needed to track and report performance on program outcomes
- The Respondent has experience using data to inform/improve its services or practices
- The Respondent has the relevant systems and processes needed to collect and store key participant and performance data



Selection Criteria - Organizational Capacity (15 points)

- The Respondent has qualified staff responsible for program oversight, management, and service delivery
- The Respondent has adequate systems and processes to support monitoring program expenditures and fiscal controls
- The Respondent has adequate Human Resources capacity to hire and manage staff



Selection Criteria – Reasonable costs, budget justification, and leverage of funds (10 points)

- The Respondent has the fiscal capacity to implement the proposed program
- The Respondent demonstrates reasonable implementation costs and funding requests relative to its financial and human resources. The proposed budget supports the proposed scope of work or work plan



Selection Criteria - Attachments

- Be sure to attach a list of formal linkages and/or Memorandums of Understanding
- Be sure to attach the **resumes, certifications or licensures for key staff** that are overseeing the program.
- Be sure to attach your organizations **budget** for this program
 - Please make sure all program requirements are addressed



Budgets or Cost Proposals

- The term of this contract is May 1, 2022, through December 31, 2024, with an option to extend for up to two additional years with each extension not to exceed one year.
 - Extensions are based on need, availability of funds, and contractor performance.
- DFSS anticipates funding 3 to 6 projects.
- Total available funding \$3.7 million through 2024.
- Administrative costs are capped at 10% or at an agency's federally approved indirect rate. (attach the indirect letter)
- Please submit a budget for ONE year (12 mos.) of services.
- Cost category definitions are attached as budget instructions
- Be thoughtful and inclusive when developing your budget. Apply for your program's actual costs.
- We cannot give you more money than what you ask for- however, we can give you less.
- Use the reasonable costs question on the application to discuss how you determined the costs reflected in the budget.



Budgets or Cost Proposals – Common Errors

Common mistakes we see on budgets are:

- Supplies – these are frequently under or over budgeted for.
- Client assistance – if this is an appropriate and allowable cost, don't forget to include it. Rental assistance is not an eligible cost, however.
- Make sure your job description titles and your job description uploads have the same title.
- Also put a brief description of the job in the budget document itself, if you have not discussed it specifically in your application.
- Put your budget in the appropriate column.



Advances

- Advances for costs will be considered according to the City's advance payment policy.
- Respondents must indicate in their application whether they wish to exercise this option.
- The Delegate Agency Request for Advance Mobilization Payment Form is an attachment to the RFP.
 - The form is NOT required at the time of application.



Contract Timeline

	March	April	May	June	July - December
Contract Milestone	RFP Released	Applications due & award notices issued	Contract Start Date	Cohort Meetings Begin	First budget period ends
	March 17, 2022	Due April 15, 2022	May 1, 2022	Monthly	Budget period expires and release for 2023 awarded



Deadline



**Applications are due
on **April 15, 2022**
at 12:00, Noon**



Application Tips

Start Early!!

- If you have never done business with the City of Chicago, register into iSupplier/eProcurement ASAP.
- Review RFP narratives and application questions closely. Remember they align with the scope and selection criteria. Use the information in the RFP for guidance in formulating your answers.
- Carefully review the selection criteria.
- There is a 4,000 character limit which includes punctuation and spaces. Each response is allotted 4,000 characters.
- eProcurement works best with the Internet Explorer browser.
- Do not use the back button on your browser.

Save Often!!



Tips for Working in eProcurement

- You can “submit” your application and later amend it up until the due date **April 15, 2022** at 12:00 noon.
- Avoid the rush and possible mishaps by submitting early. Plan on submission taking 30-60 minutes.
- Late applications will not be accepted.
- Make use of the eProcurement hotline for help at 312-744-4357 (HELP).
- **Please note that the hotline operates during business hours only, Monday-Friday 9-5.**

Save often, submit early!



New Agency Requirements

- 1) Provide Articles of Incorporation and any Amended Articles of Incorporation.
- 2) IRS Affirmation Letter – for not-for-profit agencies only. This letter must be dated within sixty (60) days of submittal. You can obtain this by calling the IRS directly at 1-877-829-5500. If you are a for-profit agency, submit your original letter from the IRS showing your FEIN number.
- 3) DUNS Number.
- 4) Central Contractor Registration (CCR) – Provide a copy of the Entity Overview Page on the www.sam.gov website.
- 5) Certificate of Good Standing Letter with the State of Illinois.



Technical Assistance!

- On the DFSS web page is a link to the RFP of interest and training documents. See “Alerts” Section on our website.
- For Questions on Registration and eProcurement Technical Assistance for Delegate Agencies –

CustomerSupport@cityofchicago.org
or
call 312-744-HELP (4357)
- Training Materials (Documents and Videos) –
<https://www.cityofchicago.org/city/en/depts/dps/isupplier/online-training-materials.html>

How to accept an amendment

How to accept an amendment – Step 1

- The RFP you are interested in has been amended. In order to start an application, you will need to acknowledge and accept the amendment first in order to start your application. (Please note that the RFP shown in this and subsequent slides is an example). To accept the amendment, click on “View Amendment History”.
- If the RFP has not been amended (yet), select “Create Quote” from the drop-down menu in the “Actions” box and click on “Go”. This will take you to the application page, where you can get started.

The screenshot displays a procurement system interface. At the top, a warning message states: "Warning: RFQ 6459 has been amended. To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes." Below the warning is a link for "View Amendment History". The RFQ number "RFQ: 6459,1" is visible. In the "Actions" box, the "Create Quote" option is selected in the dropdown menu, and the "Go" button is highlighted. The main details section includes:

- Title: Community Housing Development Organization (CHDO) Certification
- Status: Active
- Time Left: 476 days 22 hours
- Supplier Response Start Date: 28-Aug-2018 13:25:01
- Bid Opening Date/Supplier Response Due Date: 14-Aug-2020 14:01:32
- Buyer: MCCLARN, GRAYLEN
- Quote Style: Blind
- Outcome: Delegate Agency
- Amendment Description: This addendum is to remind applicants that the CHDO certification and recertification process is not a request for funding.
- Description: Community Housing Development Organization (CHDO) Certification

Additional sections include "Terms" (Bill-To Address, Ship-To Address, FOB, Payment Terms, Carrier, Freight Terms), "Currency" (RFQ Currency: USD, Price Precision: 0), and "Requirements".

How to accept an amendment – Step 2

- To begin the acceptance and acknowledgment process, to open the RFP in view only, click on the Document number (1) To review the amended changes to the RFP, click on the infinity or eyeglass icon (2) To acknowledge receipt and understanding of these changes and proceed, click on the “Acknowledge Amendments” button (3).
- By acknowledging the amendment, you are indicating that you are aware of the changes made to the RFP in the amendment.

CITY OF CHICAGO Sourcing

Home Logout Preferences Help

Negotiations

Negotiations > Active Solicitations > RFQ: 6459,1 >

Amendment History (RFQ 6459)

To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes.

Acknowledge Amendments

Show All Details | Hide All Details

Details	Document Number	Title	Status	Acknowledgement Date	Review Changes
Hide	6459.1	Community Housing Development Organization (CHDO) Certification	Active		
Amendment Description This addendum is to remind applicants that the CHDO certification and recertification process is not a request for funding.					
Published Date 28-Aug-2018 13:25:01			Close Date 14-Aug-2020 14:01:32		
Show	6459	Community Housing Development Organization (CHDO) Certification	Amended		

Return to RFQ: 6459,1

Negotiations Home Logout Preferences Help

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How to accept an amendment – Step 3

- When you get to this screen, click on the “I accept...” check box and then click on “Acknowledge”

negotiations > Active Solicitations > RFQ: 6459,1 > Amendment History (RFQ 6459) > Review Changes (RFQ 6459 RFQ 6459,1) >

Acknowledge Amendment (RFQ 6459,1)

To be considered for award you must acknowledge each amendment and submit (or resubmit) your response to ensure your response complies with the changes.

I accept the terms and conditions of the RFQ and also acknowledge the changes made to the RFQ amendment document 6459,1.

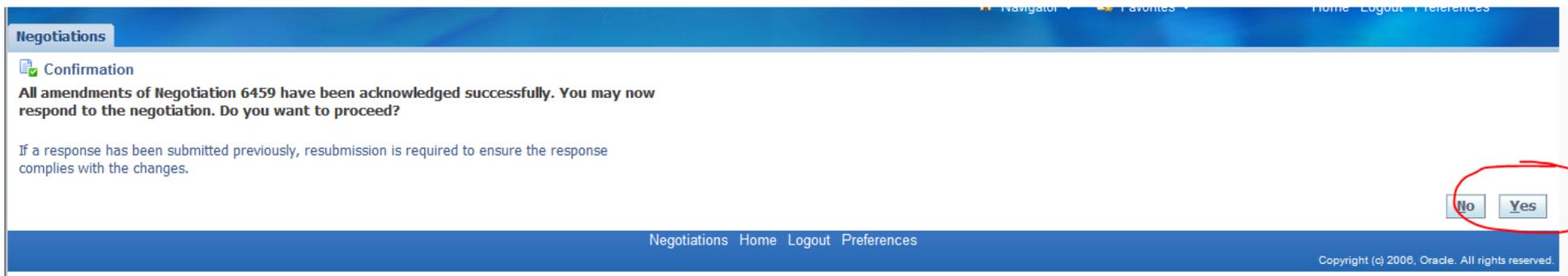
Header		
label	RFQ 6459	RFQ 6459,1
Amendment Description		This addendum is to remind applicants that the CHDO certification and recertification process is not a request for funding.

Notes and Attachments

RFQ 6459

How to accept an amendment – Step 4

- Click on “Yes” to indicate that you confirm your acknowledgement of the amendment.



The screenshot shows a web application interface with a blue header and footer. The main content area is white and contains a confirmation message. The message reads: "Confirmation" followed by "All amendments of Negotiation 6459 have been acknowledged successfully. You may now respond to the negotiation. Do you want to proceed?". Below this message is a note: "If a response has been submitted previously, resubmission is required to ensure the response complies with the changes." At the bottom right of the main content area, there are two buttons: "No" and "Yes". The "Yes" button is circled in red. The footer contains navigation links: "Negotiations Home Logout Preferences" and a copyright notice: "Copyright (c) 2006, Oracle. All rights reserved."

How to accept an amendment – Step 5

- Finally, (1) click on the checkbox that you accept the terms and conditions and then (2) click on “Accept” to accept them.
- This is the final step in acknowledging and accepting the amendment.

legotiations

Terms and Conditions
The following terms and conditions must be accepted before a quote is placed in this RFQ.

City makes no representations or warranties that the electronic procurement system utilized by the City on any procurement will accurately and timely transmit any bidder's bid or proposal or any other information to the City. All bidders use this system at their own risk. The City disclaims all liability that may result or arise from the use by any bidder of the eprocurement system, including claims for lost profits and consequential damages.

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
No results found.									
<input checked="" type="checkbox"/> I have read and accepted the terms and conditions									

Cancel Accept

How to submit an application

How to submit an application - Step 1

- When you are ready to submit, start by saving your draft one last time. Then click Continue.

Create Quote: 235163 (RFQ 6952)

[Cancel](#) [Revert to Active Quote](#) [View RFQ](#) [Quote By Spreadsheet](#) [Save Draft](#) [Continue](#)

Title DFSS Youth Services Enrichment Programs - STEM (Science, Tech, Engin. & Math) Time Left **19 days 2 hours**
Bid Opening Date/Supplier Response Due Date **16-Jul-2019 12:00:00**

Header **Lines**

Supplier **DEBORAH'S PLACE** Quote Valid Until
RFQ Currency **USD** (example: 27-Jun-2019)
Quote Currency **USD** Reference Number
Price Precision **Any** Note to Buyer

Attachments

[Add Attachment...](#)

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
budget	File		From Supplier	KBWILSON	20-Jun-2019	One-Time		

Requirements

[Expand All](#) | [Collapse All](#)

Focus Title	Target Value	Quote Value
Requirements		

[Cancel](#) [Revert to Active Quote](#) [View RFQ](#) [Quote By Spreadsheet](#) [Save Draft](#) [Continue](#)

[Negotiation](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)



How to submit an application - Step 2

- If you are missing information, you will be given an error message on the top of the page.

negotiations

Negotiations > Active Solicitations > RFQ: 6952 >

Error
You must quote on at least one line in the RFQ.

Create Quote: 235163 (RFQ 6952)

[Cancel](#) [Revert to Active Quote](#) [View RFQ](#) [Quote By Spreadsheet](#) [Save Draft](#)

Title [DFSS Youth Services Enrichment Programs - STEM \(Science, Tech, Engin. & Math\)](#)

Time Left **19 days 2 hours**
Bid Opening Date/Supplier Response Due Date **16-Jul-2019 12:00:00**

Header **Lines**

Supplier **DEBORAH'S PLACE**
RFQ Currency **USD**
Quote Currency **USD**
Price Precision **Any**

Quote Valid Until
(example: 27-Jun-2019)

Reference Number

Note to Buyer

Attachments

[Add Attachment...](#)

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	De
budget	File		From Supplier	KBWILSON	20-Jun-2019	One-Time		

Requirements

[Expand All](#) | [Collapse All](#)

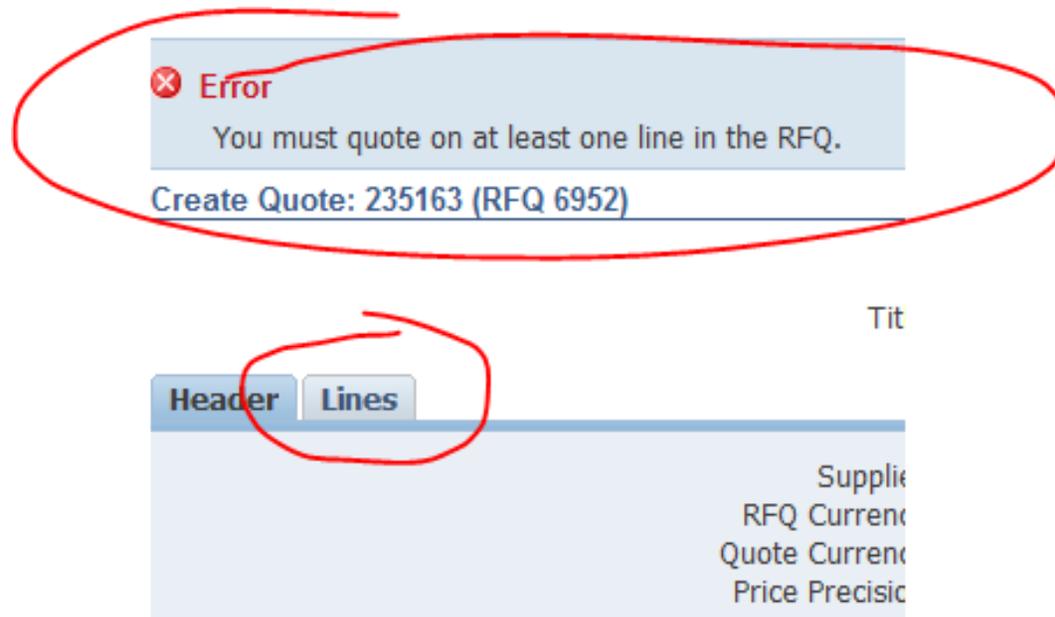
Focus Title	Target Value	Quote Value
<input type="checkbox"/> Requirements		

[Cancel](#) [Revert to Active Quote](#) [View RFQ](#) [Quote By Spreadsheet](#) [Save Draft](#)

[Negotiations](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)

How to submit an application - Step 3

- Usually the error messages direct to something left undone in the application.
- In the last example, the error message indicated that the lines (found under the lines tab) had not been filled out.



How to submit an application - Step 4

- In this example, the error is about an unanswered question in the application (or Requirements section). The Quote Value refers to your (in this case, missing) answer.

Error
A quote value is required for requirement First Name.
Create Quote: 236154 (RFQ 6952)

[Cancel](#) [Revert to Active Quote](#)

Title [DFSS Youth Services Enrichment Programs - STEM \(Science, Tech, Engin. & Math\)](#) Time Left **19 da**
Bid Opening Date/Supplier Response Due Date **16-Ju**

Header **Lines**

Supplier **DEBORAH'S PLACE** Quote Valid Until
RFQ Currency **USD** [\(exampl](#)
Quote Currency **USD** Reference Number
Price Precision **Any** Note to Buyer

Attachments

[Add Attachment...](#)

Title	Type	Description	Category	Last Updated By	Last Updated
No results found.					

Requirements

[Expand All](#) | [Collapse All](#)

Focus Title	Target Value	Quote Value
<input type="checkbox"/> Requirements		
<input type="checkbox"/> Contact Information		

First Name



How to submit an application - Step 5

- Once your application is free from errors, you are ready to proceed and submit! At this point, clicking “Continue” should put your application into the “Review and Submit” phase.

The screenshot shows a web application interface for reviewing and submitting a quote. The top navigation bar includes links for Home, Logout, Preferences, and Help. The main content area is titled "Negotiations" and displays the quote ID "Create Quote 236154: Review and Submit (RFQ 6952)". A red circle highlights this text. Below the quote ID are buttons for Cancel, Back, Validate, Save Draft, Printable View, and Submit. The "Header" section provides details about the quote, including the title "DFSS Youth Services Enrichment Programs - STEM (Science, Tech, Engin. & Math)", the supplier "DEBORAH'S PLACE", the RFQ and Quote Currencies "USD", and the Price Precision "Any". It also shows the Time Left as "19 days 2 hours" and the Close Date as "16-Jul-2019 12:00:00". The "Attachments" section is currently empty, displaying "No results found." The "Requirements" section is also empty. At the bottom, there are links for "Show All Details" and "Hide All Details", and a "Details Section" label.

Negotiations

Create Quote 236154: Review and Submit (RFQ 6952)

[Cancel](#) [Back](#) [Validate](#) [Save Draft](#) [Printable View](#) [Submit](#)

Header

Title	DFSS Youth Services Enrichment Programs - STEM (Science, Tech, Engin. & Math)	Time Left	19 days 2 hours
Supplier	DEBORAH'S PLACE	Close Date	16-Jul-2019 12:00:00
RFQ Currency	USD	Quote Valid Until	
Quote Currency	USD	Reference Number	
Price Precision	Any	Note to Buyer	

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								

Requirements

[Show All Details](#) | [Hide All Details](#)

Details Section



How to submit an application - Step 6

- This is your last chance to review all your data and confirm that it is accurate. Check your attachments and scroll to the bottom of the screen to see all your responses.

Header

Title Chicago Early Learning Community-Based Programs RFP #2
 Supplier Claridigm Inc
 RFQ Currency USD
 Quote Currency USD
 Price Precision Any

Time Left 20 days 3 hours
 Close Date 15-Jul-2019 12:00:00
 Quote Valid Until
 Reference Number
 Note to Buyer

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								

Requirements

[Show All Details](#) | [Hide All Details](#)

Details Section

Hide Contact Information

Requirement	Target Value	Quote Value
First Name		John
Last Name		Chicago
Telephone		864-855-9999
E-mail Address		TheBestAgency@childcare.com
Contact Type		Email Applicant

Hide Organization Information

Requirement	Target Value	Quote Value
Legal Organization Name		Super Leaders Academy Nation
Address		18555 E. 32nd St
City		Chicago
State		IL
Zip		60699
Telephone Number		845-251-XXXX
Federal Employer Identification Number		84-992289
DUNS Number		92-8992-5110
Head of Agency Name		Jane Doe
Head of Agency Title		Executive Director
Head of Agency Contact Telephone		845-251-XXXX
Head of Agency E-mail Contact		JaneDoe@superLeadersAcademy.com
Chief Finance Officer Name		Terry Doe Jr.
Chief Finance Officer Title		Finance Officer
Chief Finance Officer Telephone		845-251-XXXX
Chief Finance Officer E-mail		terrdoe@superLeadersAcademy.com
Website Address		NA
Year Org. Established		2008
Did you attach the following in your Admin. section? *Liability Insurance *Board Member Identification *IRS Determination Letter *SAM Certificate *Certificate of Good Standing *Bylaws and Articles of Incorporation *Financial Statement		Yes

Show Geographic Area(s) Served



How to submit an application - Step 7

- At the bottom of the screen you will be asked to provide an electronic signature. Be sure to fill in the signature before checking the box!

<input type="radio"/>	10000 - Admin - Tr...			20,000.00	USD		1	20,000.00		
<input type="radio"/>	110100 - Admin - Op...			7,400.00	USD		1	7,400.00		
<input type="radio"/>	120140 - Admin - Pr...			25,000.00	USD		1	25,000.00		
<input type="radio"/>	130200 - Admin - Tr...			1,500.00	USD		1	1,500.00		
<input type="radio"/>	140300 - Admin - Ma...			6,000.00	USD		1	6,000.00		
<input type="radio"/>	150400 - Admin - Eq...			1.00	USD		1	1.00		
<input type="radio"/>	160801 - Admin - In...			1.00	USD		1	1.00		
<input type="radio"/>	170999 - Admin - Ot...			2,500.00	USD		1	2,500.00		
<input type="radio"/>	181240 - Program - ...			19,500.00	USD		1	19,500.00		

Line 1: 0005 - Program - Personnel

Notes

Note to Buyer

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update
No results found.							

Electronic Signature

By submitting a bid/proposal/application and inputting his/her name and title, the person signing below certifies that he/she is authorized to submit this bid/proposal/application on behalf of the submitting party and warrants that all certifications and statements contained in the bid/proposal/application are true, accurate and complete as of the date furnished to the City. The person signing below understands that this submission will be binding on the submitting party.

* Name:

* Title:

* Indicates required fields. Before submitting the response please enter Name and Title and accept the disclaimer by checking the box above.

[Cancel](#) [Back](#) [Validate](#) [Save Draft](#) [Printable Vi](#)



How to submit an application - Step 8

➤ Then click “Submit”.

Op...			7,400.00	USD	1	7,400.00
Pr...			25,000.00	USD	1	25,000.00
Tr...			1,500.00	USD	1	1,500.00
Ma...			6,000.00	USD	1	6,000.00
Eq...			1.00	USD	1	1.00
In...			1.00	USD	1	1.00
Ot...			2,500.00	USD	1	2,500.00
- ...			19,500.00	USD	1	19,500.00

n - Personnel

Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
------	-------------	----------	-----------------	--------------	-------	--------	--------

bid/proposal/application and inputting his/her name and title, the person signing below certifies that he/she is authorized to submit this bid/proposal/application on behalf of the submitting party and warrants that all cert... and statements contained in the application are true, accurate and complete as of the date furnished to the City. The person signing below understands that this submission will be binding on the submitting party.

: Test

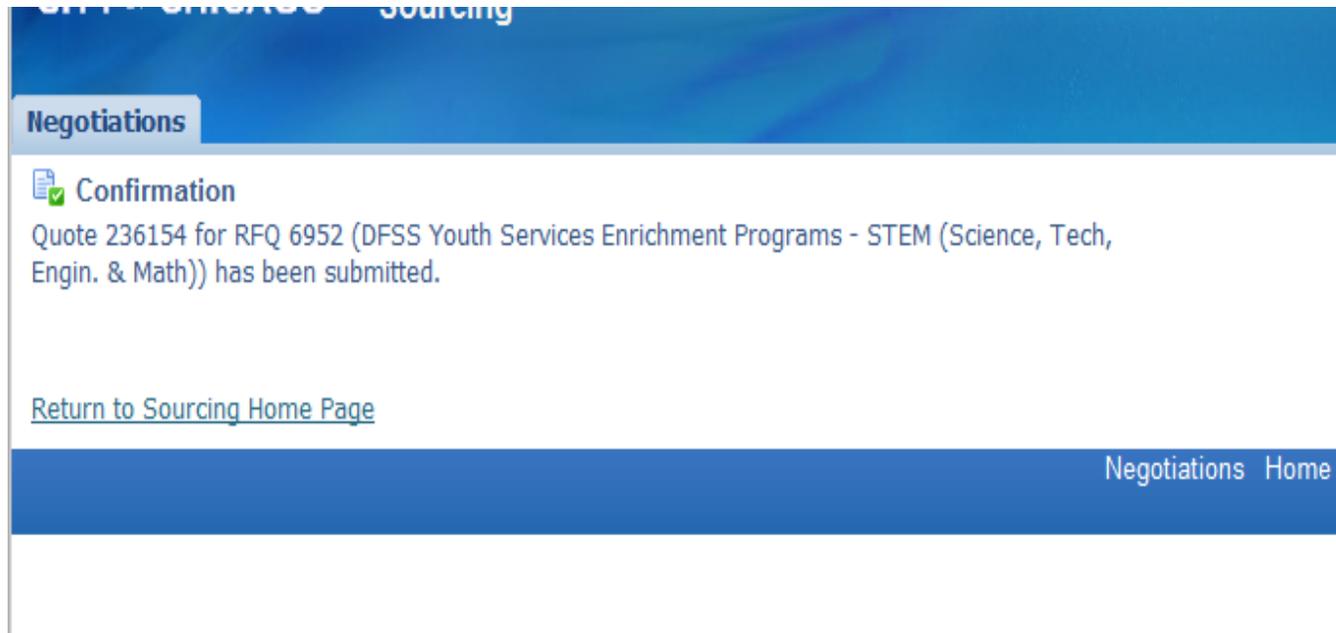
Before submitting the response please enter Name and Title and accept the disclaimer by checking the box above.

Cancel Back Validate Save Draft Printable View **Submit**



How to submit an application - Step 9

- Make sure that you see this submittal confirmation screen. The eProcurement system will send a confirmation email within 24 hours of your submission. Please call or email me if you desire confirmation prior to then.



Questions?

Program Questions?

Adriana D'Amore Camarda

312-746-6685

Adriana.Camarda@cityofchicago.org

For non-programmatic questions contact:

Julia Talbot

(312)-743-1679

Julia.Talbot@cityofchicago.org